



Purchasing

ADDENDUM #1

October 13, 2020

RE: Beverage and Sponsorship Agreement (Bid Number: 50012-479-21)

- Additional questions/inquiries about the above referenced sealed bid are due in the Louisiana Tech University's Purchasing Office by 12:00 p.m. on **October 19, 2020**.
- Questions (black ink) and Answers (red ink):
 - **Campus Access and Retail Data Questions:**
 - We would like to request Access to the Campus for Vending and Retail surveys as soon as possible? We would also like permission to discuss needs and opportunities on Campus with the Retailers.
 - **SURE, YOU ARE WELCOME TO TOUR THE CAMPUS AT ANY TIME. ARAMARK AND BARNES AND NOBLE ARE INDEPENDENT CONTRACTORS AND ARE FREE TO DISCUSS THEIR BUSINESS WITH YOU AND PROVIDE ANY INFORMATION THAT THEY WISH.**
 - **Volume and Vend Rate Request:**
 - I would like to request Full-Service and Trade volume separately through the following time frames? Full 12 months March 1st 2019 Thru February 28th 2020 and March 1st 2020 thru September 30th 2020.
 - **BARNES & NOBLE: Packaged beverage sales from March 1, 2019- February 28, 2020 were \$27,708 and March 1, 2020 - September 30, 2020 sales were \$1,978. Please let me know if you have any additional information.**
 - **ARAMARK: Volume March 1, 2019 – February 28, 2020**
Gallons 7,975
Cases 7,763
March 1, 2020 – September 30, 2020
Gallons 1,740
Cases 2,567
 - **VENDING MACHINE SALES: FSV volume by case**
March 1, 2019 – February 28, 2020 -- 4,815 cases
March 1, 2020 – September 30, 2020 -- 799 cases
 - I would like to also request the current Full-Service Vend Rate by package?
 - **20oz**
 - **CSD Pepsi, Dew \$1.50**
 - **Aquafina \$1.50**



LOUISIANA TECH UNIVERSITY

Purchasing

- Gatorade \$1.50
 - Life Water \$2.00
 - Lipton/Brisk \$1.50
- 18.5oz Lipton
 - Pure Leaf \$1.75
- 16oz Energy
 - Rockstar/Amp \$2.00
- 15oz Energy
 - Starbucks \$2.50
- 13.7oz Frap
 - Starbucks \$2.50
- Student Card:
 - Does the University currently have Student card access in Vending? If so what % does it cover? Who is your current provider for the card service? Does the University allow the student Cards to be used off campus? If so how many businesses are currently approved? Is the University prepared to Change your current provider if they are not approved for use with the new Beverage partner? Can we get a student card to verify they are compatible with our systems?
 - **WE DO HAVE A STUDENT CARD, BUT HAVE DECIDED NOT TO MAKE IT A REQUIRMENT IN THIS BID PACKAGE. AS SUCH IT IS NOT PART OF THE EVALUATION THEREFORE WE ARE NOT RESPONDING TO THESE QUESTIONS.**
- Future Campus Expansions or Reductions:
 - We would like to know of any Future expansions of Buildings or Student Populations due to new educational offerings. Does the University see any future reduction in Buildings or Student Population due to less educational offerings?
 - **THERE ARE FUNDING REQUEST FROM THE UNIVERSITY FOR VARIOUS RENOVATIONS ON CAMPUS. AS OF THIS DATE THERE ARE NONE FUNDED WITH THE EXCEPTION THAT WE ANTICIPATE TECH POINTE TWO WHICH WILL BE A BUILDING APPROXIMATELY 1.5 TIMES THE SIZE OF TECH POINTE AND THE NEW BUILDING WILL HAVE A SIMILAR TYPE OF USER POPULATION.**
 - **WE ANTICIPATE ADDITIONAL RESIDENTIAL FACILITY RENOVATION IN THE NEXT 10 YEARS. AT CURRENT WE DO NOT ANTICIPATE A CHANGE IN THE SIZE OF OUR RESIDENTIAL POPULATION.**



Purchasing

- **WE ANTICIPATE RENOVATION AND RE-SCOPING OF THE STUDENT CENTER WITHIN THE NEXT 10 YEARS.**
- **WE ANTICIPATE THAT THERE WILL BE A FOOD SERVICE MODULE CONSTRUCTED IN THE NEW HOUSING UNDER CONSTRUCTION ON THE WEST SIDE OF TECH DRIVE.**
- **WE DO NOT SEE ANY FUTURE REDUCTION IN BUILDINGS OR STUDENT POPULATION.**
- **LOUISIANA TECH ASPIRES TO HAVE A STUDENT POPULATION EXCEEDING 15,000**
- **LA TECH Sports Property:**
 - What would the Sponsor receive annually from the requested \$50,000 Marketing payment? Is it Negotiable based on the way we would like to brand this new partnership? Does the LA TECH Sports Property team have any needs outside of the Cash Payment? IE: Capital Signage needs and or Marketing Assets. Is there any future projected expansions or reductions taking place in LA TECH Athletics?
 - **THE \$50,000 REQUIREMENT IS NOT NEGOTIABLE. THE FORM OF MARKETING IS NEGOTIABLE AND THIS BID DOES NOT LIMIT INTERACTIONS BETWEEN LA TECH SPORTS PROPERTY AND THE SPONSOR. BUT THOSE ADDITIONAL MARKETING OPTIONS DO NOT IMPACT THE BID AWARD. THE BID WILL BE AWARDED AS DESCRIBED IN THE BID DOCUMENT. ADDITIONAL ADVERTISING, SIGNAGE BEYOND THE \$50,000 AND MARKETING ASSETS ARE TO BE NEGOTIATED BETWEEN SPONSOR AND LA TECH SPORTS PROPERTY.**
 - **YES, LOUISIANA TECH ATHLETICS WILL BE GROWING AND EXPANDING. THERE ARE NEW OPPORTUNITIES AVAILABLE WITH CONCESSIONS AT THE WOMEN'S SPORTS VENUE AND THE BASEBALL VENUE. DISCUSSIONS SHOULD BE HELD WITH ARAMARK REGARDING THE CONCESSION PLANS IN THESE VENUES.**



LOUISIANA TECH UNIVERSITY

Purchasing

○ Student Enrollment:

- We would like to request the student enrollment over the last 12 quarters?

Historical Enrollment									
	1st summer session	2nd summer session	Unduplicated count						
Summer 2015	3,509	3,566		Fall 2015	12,414	Winter 15-16	9,242	Spring 2016	10,638
Summer 2016	3,353	3,422		Fall 2016	12,694	Winter 16-17	9,545	Spring 2017	11,170
Summer 2017	3,377	3,439		Fall 2017	12,873	Winter 17-18	9,531	Spring 2018	11,098
Summer 2018	3,285	3,360		Fall 2018	12,467	Winter 18-19	9,382	Spring 2019	10,660
Summer 2019	3,065	3,044		Fall 2019	11,957	Winter 19-20	9,317	Spring 2020	10,100
Summer 2020	3,446	3,460	3,576	Fall 2020	11,197				

○ Status of Campus Facilities post Tornado and Hurricane:

- We were very sorry to hear that the University may have taken some losses during the past weather conditions and wanted to verify when all construction was to be completed?
 - **ALL CONSTRUCTION RELATED TO TORNADO REPAIR SHOULD BE COMPLETED PRIOR TO FALL QUARTER 2021. BASEBALL IS SCHEDULED TO BE COMPLETE IN MARCH 2021.**

○ RFP Exceptions and Partner Request:

- Should these be detailed within the Bid on a separate document?
 - **AS STATED ABOVE, THIS IS NOT AN RFP, EXCEPTIONS OR MODIFICATIONS MUST BE MADE PRIOR TO 72 HOURS PRIOR TO OPENING OF BIDS. AS MUCH TIME AS POSSIBLE SHOULD BE PROVIDED FOR A RESPONSE TO REQUESTED MODIFICATION OF SPECIFICATIONS. CARE SHOULD BE TAKEN IN RESPONDING, EXCEPTIONS OR NON-COMPLIANCE WITH SPECIFICATIONS MAY DISQUALIFY A BID.**

○ Forms Verification:

- The Bid states that we must use all provided forms. I just want to verify that known were provided and we can use our own BID template?
 - **YOU MUST USE PROVIDED FORMS AND RESPOND ON BID FORM INCLUDED. PAY ATTENTION TO THE OTHER NON-DEFINED COMPENSATION TO LOUISIANA TECH. THIS IS THE LOCATION ON THE BID FORM WHERE CONTRIBUTIONS TO THE UNIVERSITY NOT SPECIFIED IN THE BID DOCUMENT WILL BE IDENTIFIED. YOU MAY ATTACH DESCRIPTIVE INFORMATION ABOUT THE OTHER NON-DEFINED COMPENSATION IN THIS PART OF THE BID FORM. TO BE COUNTED IN THE BID EVALUATION, THE COMPENSATION MUST BE MADE TO LOUISIANA TECH UNIVERSITY.**



Purchasing

- RFP Decision Making Representation:
 - Can you provide the members of the University that would be involved in the decision of this RFP?
 - **THIS IS A BID AND THE DECISION WILL BE TO AWARD TO THE BIDDER WITH THE HIGHEST VALUE SHOWN ON THE BID SHEET OR NOT TO AWARD. VARIOUS MEMBERS OF THE ADMINISTRATION WILL BE CONSULTED ON THE DECISION TO AWARD OR NOT AWARD. BEING AN INVITATION TO BID AND NOT RFP THAT GROUP HAS NOT BEEN DEFINED.**

All other specifications remain unchanged.

Sincerely,

Zynthia L. Rhodes
Assistant Director of Purchasing
Louisiana Tech University
(318) 257-4205
zrhodes@latech.edu